

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
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October 11, 2002

EMS
Information Bulletin No. ID-2003-007

To: Cottonwood, Coeur d'Alene, Salmon, Challis, and Idaho Falls Field Offices
Attn: Managers, Resource Specialists, and Biologists

From: Deputy State Director, Resource Services

Subject: Implementation Monitoring for PACFISH/INFISH Biological Opinions: Year-end
Reporting and Frequently Asked Questions (FAQs)

DD: 12/01/02

The most up-to-date version of the FY 2002, IIT Implementation Monitoring Module is available for download from the World Web at: <http://www.fs.fed.us/rm/boise/index.htm>. As per previous direction (IB No. ID-2002-144), **by December 1, 2002**, Field Offices should complete the Module for all authorized activities that have already been started on the ground, or that have been completed during the current year for the following categories:

- **Link to Effectiveness Monitoring:** This includes actions that occur within 6th Field Hydrologic Unit Codes (HUCs) selected for monitoring by the Effectiveness Monitoring Team (estimated to be 125 basin-wide in 2002, 250 basin-wide in 2003 and beyond). Those Field Units involved with this year's effectiveness monitoring have already met with the Effectiveness Monitoring Team on selection of local 6th Field HUCs.
1. Complete implementation monitoring responses for all Module Category 1 activities in these HUCs. For Idaho BLM, there are 4 or 5 Category 1 HUCs in the Cottonwood Field Office and about the same number in the Challis Field Office. No other HUCs under the Effectiveness Monitoring program will be sampled in Idaho in 2002.
 2. Complete Screen 1 only for all other Module Category 2 and 3 activities in these same HUCs.

- **Local monitoring requirements:** This includes activities that require implementation monitoring to meet local consultation requirements (the module has been designed to cover the **PACFISH/INFISH** standards and guidelines and accommodate any additional requirements specific to an action).
3. Complete implementation monitoring on all activities required to meet local consultation requirements.
- **Previous non-compliance:**
 4. Follow-up on all non-compliance activities based on previous years' implementation monitoring.
 - **Completion of the grazing module:** Complete implementation monitoring on the remaining Module Category 1 pasture/use areas that have not been sampled to date. (The sample scheme for monitoring the grazing management standards was designed to complete all Module Category 1's over a three-year period, and 2002 will be the third year.)

FAQs

Question: How will we submit our data files at the end of the season?

Answer: All data files will be sent via email to the statewide coordinator, Tim Burton at: Tim_Burton@blm.gov (or use the Lotus Notes email address) by December 1, 2002. He will compile the data and upload to the RMRS FTP site. Ultimately all data will reside in the ACCESS database and will be available for download and reporting from the WEB page.

Question: We have already entered data into the previous version of the EXCEL spreadsheet, how are we affected by the updated version on-line?

Answer: The data entry fields in the spreadsheet have not changed, therefore you do not need to re-enter data. However, the current version makes it easier to handle data files when they come into the FTP site for processing, so always use the most current version available.

Question: Do we just report the results of end-of-season monitoring, or do we also report trigger monitoring?

Answer: At a minimum, you need to record the grazing end-of-season monitoring that occurs this field season on Category I pastures per the 2002 sample scheme instructions (above), and you do need to record your livestock move triggers as well.

Question: Do we fill out one spreadsheet for each pasture, or one for each allotment?

Answer: Most of Screen 1 and the S&Gs spreadsheet will be repeated for different pastures in the same allotment. Each would have a separate EXCEL spreadsheet. The easiest way to handle this problem of repeat data is to fill out Screen 1 and the S&Gs Checklist for the first pasture and, before completing the other spreadsheets in the file, make several backup copies of the file containing the completed Screen 1 and S&Gs spreadsheet. These copies can then be used to fill in data for each pasture. Note that the UTM values and the project name in Screen 1, and potentially an applicable Standard & Guide in the S&Gs checklist would change with each pasture, but for the most part these spreadsheets would remain the same, thus it would save you a lot of time entering information if you make the backup copies.

Question: Do Level 1 members from National Marine Fisheries Service (NMFS) and Fish and Wildlife Service (F&WS) know about this reporting process?

Answer: One presentation to the Idaho and Eastern Oregon NMFS was completed on August 29, 2002, and another presentation took place on September 11 in Portland to orient Oregon/Washington NMFS. The F&WS hosted training meetings earlier this year. These agencies are aware that all implementation monitoring needs to be reported via the Module. If there are non-compliant Category 1 pastures from the last few years, they need a follow-up in this year's module report.

Question: What if I have already completed a Card 1 to meet previous directives?

Answer:

- If the activity is a Category 2 or 3 activity that would otherwise be reported this year, you do not have to re-enter the data.,
- If the activity is a Category 1 activity, you will have to fill out the data entry screens.
- If the activity is a Category 1, 2, or 3, but you have not previously completed the Card 1, you will need to fill out the appropriate data entry screens.

Question: When I enter Screen 1, it starts up with "UTM Optional," do I need to enter a UTM value?

Answer: When you first download the data entry spreadsheet, it will come up with "UTM OPTIONAL," however, after you have entered your responses to listed fish and RHCAs, the spreadsheet will automatically "calculate" what Category the project is in and "calculate" if you have "UTM OPTIONAL" or "UTM REQUIRED." For all Category 1 activities, the UTM is required.

Question: Who can I contact in the State Office for help?

Answer: For questions about data entry and use of the Data Entry Module, contact Tim Burton at (208) 373-3819. For program-specific or policy questions, contact the appropriate individual as identified below:

Grazing Monitoring & Compliance	Ron Kay	(208) 373-3834
Recreation Monitoring & Compliance	Kay Schiepan	(208) 373-3825
Minerals Monitoring & Compliance	Bill Lee	(208) 373-3818
Vegetation Monitoring & Compliance	Larry Kaiser	(208) 769-5023
Policy Questions	Jon Foster	(208) 373-3813

Signed
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Authenticated
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cc:
BLM, Missoula Field Office